

***MINUTES OF  
FACILITIES PLANNING AND IMPLEMENTATION COMMITTEE***

Tuesday, September 13, 2005 5:00 p.m.  
Warren Green, 2<sup>nd</sup> Floor Conference Room  
Hotel Street, Warrenton, Virginia

**Present:**

William G. Downey, Board of Supervisors  
Richard Robison, Board of Supervisors  
Anthony I. Hooper, Deputy County Administrator  
Kevin Burke, County Attorney  
Butch Farley, Director, General Services  
Betty Brooks, Budget Analyst, Budget  
Tom Boyer, Deputy Director, General Services  
Wanda Mercer, Executive Assistant, General Services

**Guests:**

Maria Del Rosso, Library  
Micah Meadows, Sheriff's Office  
Larry Miller, Parks & Recreation  
Barbara Severin, Library Board  
Helen Zaleski, Circuit Court

Mr. William Downey called the meeting to order at 5:05 p.m. on Tuesday, September 13, 2005.

**Minutes of July 12, 2005 Meeting**

The minutes were approved as published.

**Project Review – Courthouse / Adult Detention Center**

Ms. Kay Jackson presented the project updates.

Courthouse – Phase 2 has begun; demolition is near completion. Unforeseen conditions on the 1<sup>st</sup> and 2<sup>nd</sup> floors - exterior walls and columns are hard plaster; awaiting pricing from the contractor for laminating a thin layer of drywall over the plaster for the best finish. Substantial completion is scheduled for late December 2005; awaiting notice of claims from contractor regarding extension. Recent change orders include a blanket statement "Reserve the right to request time..."

ADC/Jail – Virginia Department of Health staff inspected the original existing conditions; the inspector will not issue a health permit until all walls are cleaned; 2 coats of epoxy paint are applied plus ceiling is coated; exposed conduit is enclosed. The drainage system for the main sink needs to be addressed. Hardware at the jail has arrived and will be installed during the next two weeks.

Approval was given for (Courthouse) Change Order #11 (\$12,475). Repair of Lee Street landing (\$12,000) and sanitary tie-ins (\$12,790) were added to this change order for a total of \$37,265.

Approval was given for (ADC-Jail) Change Order #12 (\$27,747).

Courthouse tenant moves are scheduled for mid-January 2006. Due to storage constraints, furniture will be ordered later in the process, allowing for an 8-10 week lead time.

Additional funding for the project was discussed. Mr. Downey clearly stated that the next funding request for this project will be the absolute last. A request was added for additional contingency funding for total project completion to allow for final changes and client satisfaction, bringing the amount to be requested to \$283,500.

### **John Barton Payne Building**

Design drawings are 90-95% completed. Project should go out for bid within the next month. Mr. Downey commented on the costly design figure; Mrs. Del Rosso reminded the committee of the \$40,000 that was spent to satisfy the Town of Warrenton's Architectural Review Board. The 1,000 gallon oil tank has been removed. Soil test results show low level contamination. The elevator is not air conditioned and is heated by a small space heater. Questions arose from committee members as to the design intent for the stair tower addition in regards to the lack of insulation in the exterior walls and the presence of only a small unit heater. Mr. Boyer will compose the questions to be forwarded to the architects by Mrs. Del Rosso.

### **Parks and Recreation Projects**

Mr. Larry Miller gave a brief overview of Parks and Recreation projects.

Marshall Community Center and the Northern Sports Complex – Awaiting updates. Permits for the Northern Sports Complex are expected by week's end.

Monroe Park – Parks and Recreation is waiting for the architect to incorporate construction management's design comments. A grant application is being submitted to assist with funding.

Central Sports Complex – Architect has been consumed with the Northern Sports Complex. Work should resume within the next week or two. A well and septic system will serve the property.

Vint Hill – The project was put on hold until the high school site was selected.

### **Projects under Preliminary Development**

A.J. Childs Building (including Data Center) – Mr. Boyer discussed current plans pertaining to the Data Center project. Discussion was held regarding the diesel generator. The generator will be designed and bid as an alternate for cost consideration, while an upgraded UPS system will be included in the base bid. The project engineer, Hurd and Obenchain, has forwarded a schedule for design completion that indicates a 24-week time frame; however, Mr. Boyer negotiated with the designer and had reached an agreement that would shorten the time frame to approximately 16 weeks. This includes one week intervals for Owner review and a preliminary plan review and discussion with the Town of Warrenton.

**Future Discussions Items**

Future Facility Planning – 70 Culpeper Street will be available once renovations at the Courthouse are completed. Leases are expiring soon for Adult Court Services, Economic Development, and the Registrar's Office; the feasibility of relocating one of these offices to 70 Culpeper Street is being reviewed.

**Next Meeting Date**

The next meeting of the Facilities Planning and Implementation Committee will be Tuesday, October 11, 2005, at 5:00 p.m.

With no further business the meeting adjourned at 6:45 p.m.